

**West Calcasieu Parish Community Center Authority  
Board of Directors-Regular Meeting  
July 18, 2018  
West-Cal Events Center  
Sulphur, Louisiana**

**Meeting was called to order at 5:30 p.m. by Meg Lovejoy**

**Invocation pronounced by Mike O'Quinn**

**Pledge was led by Evelyn White**

**ROLL CALL:**

Roll call was made with the following results:

Present:	Meg Lovejoy- Chairman	J.C. Cormier-Vice Chairman
	Coy Vincent-Secretary/Treasurer	George Vincent-Board Member
	Evelyn White-Board Member	Mike O'Quinn-Board Member
	Darwin Pinder-Board Member	Adrian Moreno-Executive Director
	Joyce Anderson-Operations Manager	Sarah Higdon-Event Services Supervisor

Absent: None

**AMENDMENTS, ADDITIONS, DELETIONS TO THE PROPOSED AGENDA:**

Evelyn White made a motion to accept the agenda as presented. J.C. Cormier seconded the motion. All voted and approved.

**APPROVAL OF MINUTES:**

J.C. Cormier made a motion to accept the June 20, 2018 regular meeting minutes as presented. Mike O'Quinn seconded the motion. All voted and approved.

**APPROVAL OF FINANCIAL REPORT:**

Mr. Moreno gave a summary of the Financial report as presented for June 2018:

The month of June concluded the 2017-2018 fiscal year. The only item of note for the month of June is the line item for Maintenance of Property which is higher than budgeted. Historically once the budget is exhausted for the fiscal year any remaining available funds are applied to non-urgent maintenance related projects that are performed during this period.

The total revenue generated for the fiscal year was \$634,806. Combined with the Income for Hotel-Motel taxes, Burton tax, and the BA-7 funds the fiscal year ended with Income in the amount of \$2.6 Million.

The Cash Flow Report does not include the 4<sup>th</sup> quarter Hotel-Motel Tax figures which have yet to be received. The final figures for the fiscal year will not be reported until the Audit is completed later in the fall. With the 4<sup>th</sup> quarter historically being the largest collection during the fiscal year it is anticipated that the Authority will begin the new fiscal year with nearly \$280,000 in the collections account which will be released later in the first quarter.

Coy Vincent made a motion to accept the June 2018 financial reports as presented. J. C. Cormier seconded the motion. All voted and approved.

#### **OLD BUSINESS:**

##### **A. Review and discuss on premise firearm policy**

With a full board present Mr. Moreno reminded the Authority of the discussion regarding firearms on the premises that was tabled back in May. Mr. Moreno once again informed the board of his conversation with the local Chief of Police who stated that Louisiana has an open carry law, however every building including public facilities have the right to set policy regarding weapons being allowed inside the building. The board discussed the topic at great length. Mr. Moreno advised the board that before a policy is to be adopted by the Authority regarding this topic that he reach out to the Authorities legal counsel to see if any existing laws are in place that would supersede and/or limit the board's ability to set their own policy regarding this matter. Mr. Moreno believes there may be a statute in place with regards to facilities who serve alcohol that may need legal clarification. The board agreed and will once again table this discussion until a legal opinion has been given.

#### **NEW BUSINESS:**

##### **A. Review and discuss bid for Boom Lift**

Mr. Moreno presented the only bid received for a Self-Propelled Telescopic Boom Lift with an add alternate that included a 5' Jib extension. The bid was presented in the amount of \$88,258.15 from United Rentals.

George Vincent made a motion to accept the Bid in the amount of \$88,258.15 for the Boom Lift and 5' extension jib in the amount of \$88,258.15 as presented. Coy Vincent seconded the motion. All voted and approved.

#### **DIRECTOR'S REPORT:**

Mr. Moreno gave a brief update on the Authorities operations:

The City Council has approved the Co-Op for the donation of the additional 25' right-of-way located on Arvel Loop during their last council meeting. After discussion it was decided that a temporary fence would be constructed to include a 25'-50' buffer while under construction so the complex may still be contained. The engineer for the project has informed Mr. Moreno that with the design of the road, adequate slope will be included to not adversely affect the Authorities complex. Once construction of the road is complete a more decorative and permanent fence will be installed.

Mr. Moreno stated that he is continuing to work with Ellender Architects for planning some of the renovations and improvements scheduled for this fiscal year. July of 2019 continues to be the target month for the projects that will require extensive down time at the arena.

#### **PUBLIC COMMENTS:**

None

**ADJOURNMENT:**

With no further business to discuss George Vincent made a motion to adjourn. J. C. Cormier seconded. All voted and approved.

**The next regular meeting of the Board of Directors will be held on Wednesday, August 15, 2018 at 5:30 p.m. at the West Cal Events Center, Sulphur, Louisiana.**